

U.S. Postal Service  
**CERTIFIED MAIL RECEIPT**

(Domestic)

(Postage Provided)



SDMS DocID

**283478**

Postage

Certified Fee

Return Receipt Fee  
(Endorsement Required)

Postmark  
Here

Rest  
(Endorsement)

Total

Sent

Street

City

F. Q. Stepan, President

Stepan Chemical Company

RDS

Northfield, IL 60093

0059-0001

7000 1670 0001 9635 8939

## **Certified Mail Provides:**

- A mailing receipt
- A unique identifier for your mailpiece
- A signature upon delivery
- A record of delivery kept by the Postal Service for two years

### **Important Reminders:**

- Certified Mail may **ONLY** be combined with First-Class Mail or Priority Mail
- Certified Mail is not available for any class of international mail.
- **NO INSURANCE COVERAGE IS PROVIDED** with Certified Mail. For valuables, please consider Insured or Registered Mail.
- For an additional fee, a *Return Receipt* may be requested to provide proof of delivery. To obtain Return Receipt service, please complete and attach a Return Receipt (PS Form 3811) to the article and add applicable postage to cover the fee. Endorse mailpiece "Return Receipt Requested". To receive a fee waiver for a duplicate return receipt, a USPS postmark on your Certified Mail receipt is required.
- For an additional fee, delivery may be restricted to the addressee or addressee's authorized agent. Advise the clerk or mark the mailpiece with the endorsement "*Restricted Delivery*".
- If a postmark on the Certified Mail receipt is desired, please present the article at the post office for postmarking. If a postmark on the Certified Mail receipt is not needed, detach and affix label with postage and mail.

**IMPORTANT: Save this receipt and present it when making an inquiry.**

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

F. Q. Stepan, President  
Stepan Chemical Company  
RDS  
Northfield, IL 60093

**COMPLETE THIS SECTION ON DELIVERY**

A. Received by (Please Print Clearly) B. Date of Delivery

C. Signature

☐ Agent  
☐ AddresseeD. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

☐ Certified Mail ☐ Express Mail  
☐ Registered ☐ Return Receipt for Merchandise  
☐ Insured Mail ☐ C.O.D.4. Restricted Delivery? (Extra Fee) ☐ Yes

70001670000196358939

label)

0059-0002

PS Form 3811, July 1999

Domestic Return Receipt

UNITED STATES POSTAL SERVICE



First-Class Mail  
Postage & Fees Paid  
USPS  
Permit No. G-10

- Sender: Please print your name, address, and ZIP+4 in this box •

U.S. Environmental Protection Agency  
Martha Bosworth, Enforcement Coordinator  
Office of Site Remediation and Restoration (HBS)  
One Congress Street, Suite 1100  
Boston, MA 02114

0059-0003

ATTN: Wells G&H Case Team





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
EPA NEW ENGLAND  
1 CONGRESS STREET, SUITE 1100  
BOSTON, MA 02114-2023

Superfund Records Center  
SITE: Wells G & H  
BREAK: 169  
OTHER: 283478

**URGENT LEGAL MATTER -- PROMPT REPLY NECESSARY**  
**CERTIFIED MAIL: RETURN RECEIPT REQUESTED**

December 15, 2003

F. Q. Stepan, President  
Stephan Chemical Company  
RDS  
Northfield, IL 60093

Re: Request for Information Pursuant to Section 104 of CERCLA in relation to the former Whitney Barrel Company at the Wells G & H Superfund Site in Woburn, Massachusetts, hereinafter referred to as the "Site"

Dear F. Q. Stepan:

The United States Environmental Protection Agency (EPA) is investigating the source, extent and nature of the release or threatened release of any hazardous substance, pollutant or contaminant, or hazardous waste at the Whitney Barrel Company, 256 Salem Street, Woburn, Massachusetts, situated within the Wells G & H Superfund Site in Woburn, Massachusetts (the "Site"). See Enclosure G for a map illustrating the location of the Whitney Barrel Company property within the Site. This investigation includes an inquiry into the identification, nature, source, and quantity of materials transported to the Site and/or generated, treated, stored, or disposed of at the Site. This letter seeks your cooperation in providing information and documents relating to the environmental conditions at, and cleanup of, the Site.

Specifically, EPA has information associating your company with the Whitney Barrel Company property at the Site. This letter requests your cooperation in providing information and documents to EPA explaining your relationship to the Whitney Barrel Company and thereby your relationship to the Site.

Pursuant to the authority of Section 104(e) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 U.S.C. § 9604(e), you are hereby requested to respond to the Information Request set forth in the Enclosure to this letter.

While EPA seeks your voluntary cooperation in this investigation, compliance with the Information Request is required by law. Failure to provide a complete truthful response to this Information Request **within thirty (30) days** of your receipt of this letter, or to adequately justify such failure to respond, may subject you to an enforcement action by EPA pursuant to Section

0059-0004

104(e) of CERCLA. This provision permits EPA to seek the imposition of penalties of up to twenty-seven thousand five hundred dollars (\$27,500) for each day of non-compliance.

Please note that responses which are incomplete, ambiguous, or evasive will be treated as complete non-compliance with this Information Request. Also, be further advised that provision of false, fictitious, or fraudulent statements or representations may subject you to criminal penalties under 18 U.S.C. § 1001.

This Information Request is not subject to the approval requirements of the Paperwork Reduction Act of 1980, 44 U.S.C. § 3501 et seq. Your response to this Information Request should be mailed to:

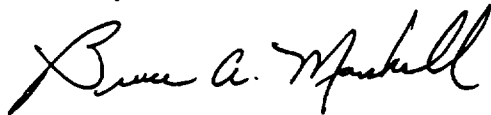
U.S. Environmental Protection Agency  
Martha Bosworth, Enforcement Coordinator  
Office of Site Remediation and Restoration (HBS)  
One Congress Street, Suite 1100  
Boston, MA 02114

ATTN: Wells G&H Case Team

If you have questions concerning the this Information Request, you may contact Martha Bosworth, Enforcement Coordinator at 617-918-1407. Technical questions concerning the Site should be referred to Joseph LeMay, the Remedial Project Manager at 617-918-1323. If you have legal questions, or if your attorney wishes to communicate with EPA on your behalf, please contact Mary Jane O'Donnell, U. S. Environmental Protection Agency, Office of Site Remediation and Restoration, 1 Congress St. (HBT), Boston, MA 02114-2023, or at (617)-918-1371.

Due to the seriousness of the problem at the Site and the legal ramifications of your failure to respond properly, EPA strongly encourages you to give this matter your immediate attention and to respond to this Information Request within the time specified above. Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce A. Marshall". The signature is fluid and cursive, with the first name "Bruce" and last name "Marshall" clearly distinguishable.

Bruce A. Marshall, Chief  
Search and Cost Recovery Section, Technical & Support Branch  
Office of Site Remediation and Restoration  
Enclosures